

USAARMC BRAC ACTION MCOE Volunteer Process Brief

24 NOV 08



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Agenda

- **MCOE Volunteer Process**
- **Survey Of Interest Process**
- **Employee Scenarios**
- **Outplacement Assistance**
- **MCOE HR Action Timeline**
- **Conclusion**



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MCOE Volunteer Process



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MCOE Volunteer Process

COMMANDER'S CONCERNS

- **Sustaining The Mission**
- **Taking Care Of Civilian Employees**
- **Avoid Perception that Any Group Of Employees Is Disadvantaged**



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MCOE Volunteer Process

- **Approved By TRADOC**
- **Most Equitable To Employees**
- **Agreed To By Leadership**
 - **Maneuver Center Of Excellence (Benning – Knox)**
 - **FIRES Center Of Excellence (Bliss – Sill)**
 - **Sustainment Center Of Excellence (Lee – Eustis – APG – RSA)**
 - **Human Resources Center of Excellence (USAAC – USACC)**



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MCOE Volunteer Process

- **Participation Highly Encouraged**
- **Participation Is NOT Mandatory**
- **Available To Permanent USAARMC/USAIC Employees**
- **USAARMC/USAIC Employees Receive Equal Consideration**
- **All Volunteers Guaranteed A Job At Same or Equivalent Grade**
- **Employees May Volunteer For Unlimited Number Of Positions**



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MCOE Volunteer Process

- **Volunteers Must Complete/Submit Survey of Interest**
- **Volunteers Must Input/Update Resume on CPOL Resume Builder**
- **“Direct Matches” Will Be Made First**
- **SCD Leave Used When Multiple Direct Matches Exist**
- **SME Panels Will Determine Indirect Match Placements**
- **Employees Must Be Fully Qualified:**
 - **IAW OPM Qualifications Standards**
 - **Meet Medical/Physical And/Or Special Requirements**



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MCOE Volunteer Process

- **Direct Match Placement**

- **Employees Must Volunteer For Current Position If It Exists In MCOE**
- **Same or Equivalent Grade**
- **Essentially Same Duties & Skills as Performed in USAARMC/USAIC**
- **Employees Will Be Considered For Direct Match Placements 1st**
- **Movement Timeframe Included With Job Offer**

- **Indirect Match Placement**

- **Same or Equivalent Grade**
- **SME Panel Review**
- **Placements Based Upon Mission Needs**
- **Employee Preference Considered**



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MCOE Volunteer Process

PLACEMENT/RECRUITMENT SEQUENCE

- **Direct Match Placements**
- **Indirect Match Placements**
- **Management Directed Reassignments**
- **Conversion of Temp/Term Employees**
- **MCOE Recruitment – Limited Area of Consideration**
- **MCOE Recruitment – Expanded Area of Consideration**



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MCOE Volunteer Process

EMPLOYEE REQUIREMENTS

- Input/Update Resume in Army Resume Builder
 - Suspense: 15 Jan 09
 - <https://acpol.army.mil/employment>
- Receive and Acknowledge Survey of Interest
- Identify Position(s) You Wish To Be Considered For
- Submit SOI To BRAC Activity Liaison
- Accept/Decline MCOE Job Offer



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MCOE Volunteer Process

Survey Of Interest Memorandum



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SURVEY OF INTEREST (SOI) MEMORANDUM

- Memo Will Be Issued O/A 1 Dec 08 via **BRAC Activity Liaison**
- Outlines Process and Requirements
- Employees Must Respond NLT COB 15 Jan 09
- Failure To Respond Will Be Considered a Declination



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MCOE Volunteer Process

- **SOI Documents**
 - **Memorandum: TRADOC BRAC MCOE SOI Process**
 - **Enclosure 1: Acknowledgement of Receipt**
 - **Enclosure 2: Survey Of Interest – Volunteer Process**
 - **Enclosure 3: Salary Tables(NSPS, Wage, GS)**



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Maneuver Center Organizational Listing

															Posn Move Date (Est)	Reloc ation bonu s	
S e q N o.	UIC	Org	Para	Line	A u t h	P P	Ser ies	Gr	TDA Position Title	Dut y Site	PD No.	PD Title	GS Eq uiv	Q T R	FY	Y/N	Incumbe nt
1	W6N FAA	Ofc-Cdr	001	08	1	G S	318	2	Secy (OA)	FB	EAME XX	Secy (OA)		1	10	No	S. Sample
2		Ofc-Cdr	001	09	1	G S	303	5	Ad Clk (OA)	FB	EAME XY	Ad Clk (OA)		1	10	Yes	J. Doe
3		Ofc- COFS	002	02	1	Y C	301	3	SECY (OA)	FB	EAME XZ	D CoFS	GS- 10	1	10	No	
4		Ofc- CoFS	002	03	1	Y B	318	02	SECY (OA)	FB	EAME XAA	Secy (OA)	GS- 09	1	10	No	
5		G1	013	002	1	Y A	201	2	LOG PLNS SP	FB	EAME XAB	HR Spec		1	10	No	
6		G2	014	02	1	G G	132	14	LOG PLNS SP	FB	EAME XAC	Intel Sp		2	10	No	



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Conversion/Equivalency Chart

General Schedule

IF YOUR PERM/TARGET GRADE IS:	THEN YOU CAN VOLUNTEER FOR:		
Grade:	YC	YB	YA
GS-15	YC-3 (GS-15 equiv)		YA-3
GS-14	YC-2 (GS-14 equiv)		YA-3
GS-13	YC-2 (GS-13 equiv)		YA-3
GS-12	YC-2 (GS-12 equiv)		YA-2
GS-11		YB-3 (GS-11 equiv)	YA-2
GS-10		YB-3 (GS-10 equiv)	YA-2
GS-09		YB-2 (GS-09 equiv)	YA-2
GS-08		YB-2 (GS-08 equiv)	YA-2
GS-07		YB-2 (GS-07 equiv)	
GS-06		YB-1 (GS-06 equiv)	
GS-05		YB-1 (GS-05 equiv)	
GS-04		YB-1 (GS-04 equiv)	
GS-03			



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Conversion/Equivalency Chart

NSPS

IF YOUR PERM/TARGET GRADE IS:	THEN YOU CAN VOLUNTEER FOR:		
Grade:	GS	YC	YA
YA-3 (GS-15 Equiv)	GS-15	YC-3 (GS-15 equiv)	YA-3
YA-3 (GS-14 Equiv)	GS-14	YC-2 (GS-14 equiv)	YA-3
YA-2 (GS-13 Equiv)	GS-13	YC-2 (GS-13 equiv)	YA-2
YA-2 (GS-12 Equiv)	GS-12	YC-2 (GS-12 equiv)	YA-2
YA-2 (GS-11 Equiv)	GS-11	YC-1 (GS-11 equiv)	YA-2
YA-2 (GS-09 Equiv)	GS-09	YC-1 (GS-09 equiv)	YA-2
YC-3 (GS-15 Equiv)	GS-15	YC-3 (GS-15 equiv)	YA-3
YC-3 (GS-14 Equiv)	GS-14	YC-3 (GS-14 equiv)	YA-3
YC-2 (GS-14 Equiv)	GS-14	YC-3 (GS-14 equiv)	YA-3
YC-2 (GS-13 Equiv)	GS-13	YC-2 (GS-13 equiv)	YA-3
YC-2 (GS-12 Equiv)	GS-12	YC-2 (GS-12 equiv)	YA-2
YC-1 (GS-11 Equiv)	GS-11	YC-1 (GS-11 equiv)	YA-2
YC-1 (GS-10 Equiv)	GS-10	YC-1 (GS-10 equiv)	YA-2
YC-1 (GS-09 Equiv)	GS-09	YC-1 (GS-09 equiv)	YA-2



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Conversion/Equivalency Chart

Wage Grade

IF YOUR PERM/TARGET GRADE IS:	THEN YOU CAN VOLUNTEER FOR:					
Grade:	WL	WG	GS	YC	YB	YA
WS-10	WL-13	WG-15	GS-09	YC-1	YB-2	YA-2
WS-08	WL-11	WG-13	GS-08		YB-2	YA-2
WS-06	WL-09	WG-11	GS-07		YB-2	YA-2
WL-10		WG-11	GS-07	YC-1	YB-2	
WL-06		WG-07	GS-05		YB-1	
WG-10			GS-06	YC-1	YB-1	
WG-09			GS-05		YB-1	
WG-08			GS-05		YB-1	
WG-07			GS-05		YB-1	
WG-06			GS-04		YB-1	
WG-04			GS-02		YB-1	



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Resume Builder Assistance

December 08 – April 09

Tuesdays and Thursdays

Bldg 1109A - RM 147

1100-1300

Useful Tools: Old PDs/Performance Plans/ Resumes/DD 214s etc

CPAC Staff Will Be Onsite To Assist

Classrooms Not Available On Federal Holidays



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MCOE Volunteer Process

EMPLOYEE SCENARIOS



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MCOE Volunteer Process

- **Non Volunteers Will Not Be Penalized**
- **Volunteers Can Accept Or Reject Their Job Offers Without Penalty**
- **Volunteers That Accept The MCOE Job Offer & Later Decline To Move**
 - **Are Not Eligible To Receive Outplacement Assistance**
 - **Will Be Separated Under Adverse Conditions When USAARMC Position Is No Longer Needed**



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MCOE Volunteer Process

Non Volunteers

Volunteers Who Reject The MCOE Job Offer

- Remain Employed In USAARMC Until They:
 - Voluntarily Leave The Organization (Find Employment On Their Own)
 - Are Placed Through Outplacement Assistance Programs
(Placement Through PPP/SCP Is Not Guaranteed)
 - Are Separated For Cause (Conduct/Performance)
 - Are Separated When Employment In USAARMC Is No Longer Needed



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MCOE Volunteer Process

Volunteers That Accept The MCOE Job Offers:

- **Are Guaranteed Placement In MCOE At Their Same or Equivalent Grade**
- **Receive Transition Assistance To Move To Fort Benning (DNRP/PCS)**
- **Receive A Timeline For Movement To Fort Benning**
 - **Reporting Date Based Upon Mission Needs**
 - **Employee Preference Considered**
- **Will Be Placed In Separate Competitive Area Until Transition**



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MCOE Volunteer Process

TRADOC Enterprise Approach

- **Relocation Incentives**
 - **Only Offered Through The Volunteer Process**
 - **Associated Positions Will Be Identified On The MCOL**



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MCOE Volunteer Process

SUMMARY

- **Workforce Info Briefings Conducted**
- **Volunteer Process Briefing**
- **Survey Of Interest**
- **Direct Match Process**
- **Indirect Match Process – Panels Convene**
- **Job Offers Extended**
- **MCOE Recruitment Begins**
- **Phased Relocations Begin**
- **Displaced Workforce Briefing Conducted (PPP/DSR/Retirement etc)**
- **Non Volunteer Placement Effort Initiated**
- **USAARMC Mission Continues Thru MCOE FOC**
- **USAARMC Mission Ends**
- **Eligible Residual USAARMC Force Separated Via RIF**

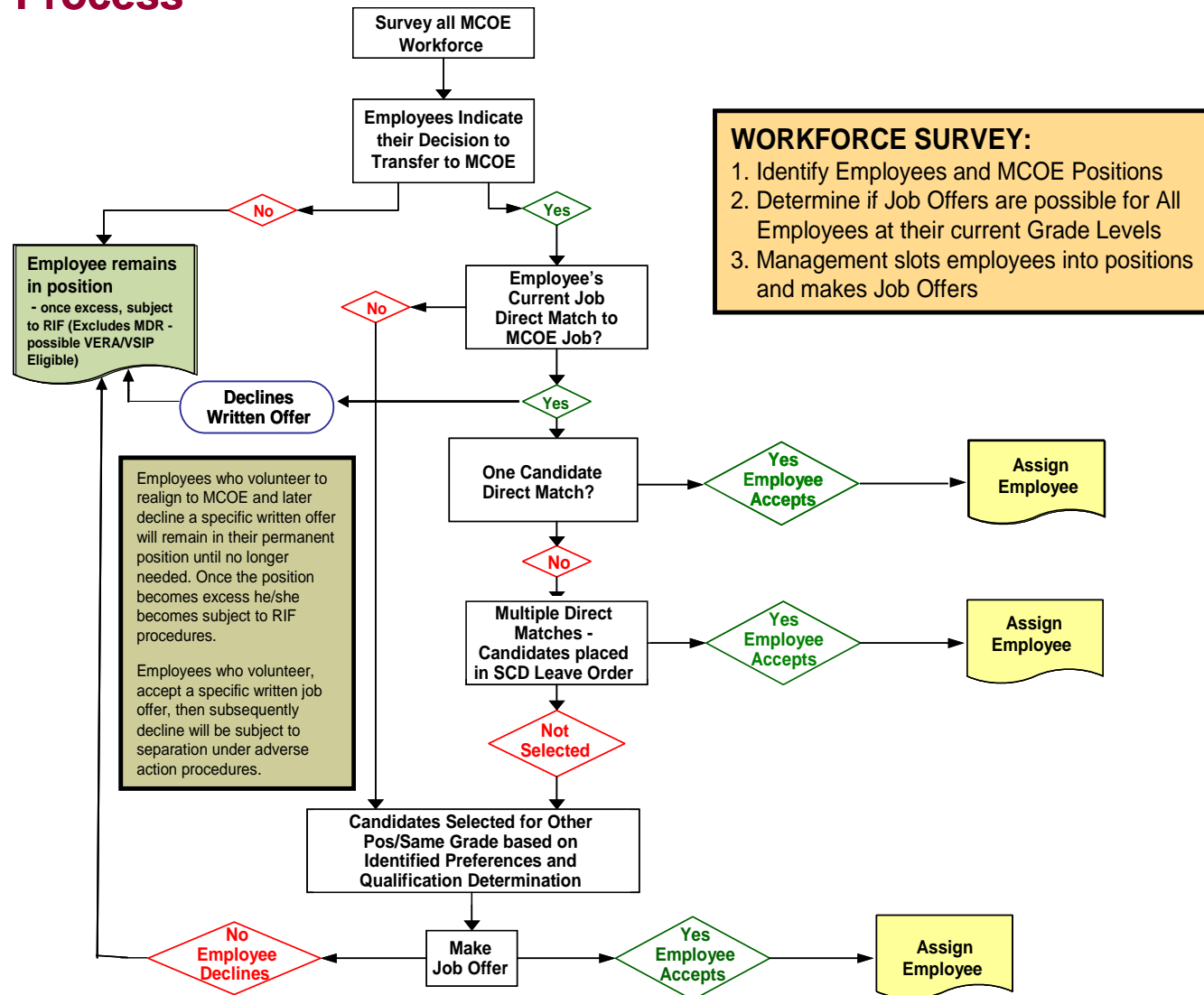


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MCOE Civilian Personnel Transition Process



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MCOE Volunteer Process

OUTPLACEMENT ASSISTANCE



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OUTPLACEMENT ASSISTANCE

- **RIF Avoidance Measures**
 - **Special Placement Programs (PPP/SCP)**
 - **VSIP/VERA If Authorized**
- **Separation Benefits & Entitlements**
 - **Discontinued Service Retirement**
 - **Severance Pay**
 - **Unemployment Compensation**
 - **Continued Health Insurance**
 - **Lump Sum Payment Of Annual Leave**
 - **Leave Pending Retirement (To Gain Eligibility)**



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OUTPLACEMENT ASSISTANCE

Employees Participate in RIF At Current Location Who:

- **Have Not Volunteered To Realign To The MCOE**
- **Have Not Been Placed Or Accepted A Job Outside Of USAARMC**
- **Have Not Voluntarily Separated**
- **Have Not Applied For Discontinued Service Retirement**
- **Have Not Declined A Management Directed Reassignment**



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MCOE Volunteer Process

MCOE HR Action Timeline



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MCOE HR ACTION TIMELINE

2008

- Aug – Nov Pre Volunteer Workforce Briefings
- Dec Survey Of Interest Issued

2009

- Jan Employee Decisions Due
- Feb Direct Match Process Completed
- Mar Indirect Match Process Completed
- Apr MCOE Job Offers Extended
- May MCOE Recruitment Begins

2010

- TBD Outplacement Assistance Briefings
- TBD DOL Rapid Response Brief

2011

- TBD DoD PPP & Knox SCP Registration
- TBD USAARMC RIF Notices Issued
- TBD USAARMC RIF Effective Date



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MCOE Volunteer Process

CONCLUSION



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NOTES

- All MCOE Volunteers are Guaranteed Placement at Fort Benning
- There Are NO Guaranteed Placements @ Fort Knox
- No BRAC RIF Immediately Following The Volunteer Process
- Employees Are Encouraged To
 - Research Local Area Employment Opportunities
 - Assess Personal Employment Marketability
 - Compare KY & GA Earning Potential
 - Thoroughly Examine Career Options
 - Conduct Personal Job Search If Unwilling To Relocate
 - Assess Retirement Options
 - Stay Informed
 - <http://www.knox.army.mil/center/cpac/index.asp> (BRAC TAB)



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QUESTIONS



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